

SONOMA DAY CAMP VOLUNTEER JOB DESCRIPTION

POSITION: ARCHERY INSTRUCTOR

REPORTS TO: PROGRAM DIRECTOR

PURPOSE: The Archery Director will plan, direct and implement program in archery and coordinate that program with the total camp program.

PRINCIPAL DUTIES:

- Ensures camp adherence to GSUSA program standards and council program/fundraising policies.
- Works with program director to implement program ideas/schedule.
- Sets up the archery range and assesses equipment area during staff training.
- Teaches and monitors proper use of equipment.
- Conducts initial and end-of-camp inventory, and stores equipment for safety.
- Checks equipment and submits a requisition for any repairs.
- Conducts daily check of area and equipment for safety, cleanliness, and good repair.
- Keeps records on all participants in archery; helps them progress from beginner to advance levels.
- Learns the likes/dislikes of each participant.
- Recognizes and responds to opportunities for problem-solving in the group.
- Helps each participant meet the goals established by the camp for camper development.
- Evaluates current camp program and makes suggestions for following seasons.
- Prepares for and actively participates in staff training.
- Completes other duties as assigned.

QUALIFICATIONS:

- 21 years old or older, a registered Girl Scout Adult (male or female),
- GSNorCal Security Cleared / Background Checked
- Training certification and experience in archery (e can help you get this if you don't already have it)
- Ability to maintain equipment in excellent working condition
- Ability to teach and guide girls and parents
- Knowledge of Girl Scout program and safety practices or willingness to learn
- Previous experience working with children in a group setting desired
- Ability to lift and carry 40-50 pounds
- Willingness to register as a Girl Scout member (if not already)
- Willingness to comply with the council's volunteer application policy
- Willingness to fill out/sign all required camp forms (volunteer agreement, health form, etc.)